

Summary

Strategic Planning Meeting, December 19, 2007

Interagency Committee on Substance Abuse Prevention and Treatment
Supreme Court Building – Basement Conference Room, Boise, Idaho

Participants

The Interagency Committee on Substance Abuse Prevention and Treatment (ICSA or committee) meeting minutes, prepared by the Office of Drug Policy, contains a complete list of meeting participants.

Opening

Office of Drug Policy Director Debbie Field provided brief opening remarks, followed by self-introductions of participants. The strategic planning session began at 2:15 p.m. following the completion of other ICSA business (the meeting minutes prepared by the Office of Drug Policy contain the details of this discussion). Susan Hayman, North Country Resources, Inc., facilitator for the strategic planning process, reviewed the meeting objective and outcomes (Appendix 1–Agenda as Implemented), and set the context for the strategic planning session.

Vision and Mission

Susan reviewed the final draft vision and mission statements. The committee discussed at length the appropriate level of detail, the audience for the written strategic plan, and the need to include a glossary to ensure that readers understand that terms such as “prevention” and “treatment” are inclusive of many specific actions (Susan will work with Sharon Harrigfeld and Sarah Woodley on the glossary). Susan, with assistance from Nikole Pearson at the laptop, made on-screen changes to the Vision and Mission as suggested by the committee. The Vision and Mission was ultimately approved by the committee for inclusion in the strategic plan. This document is contained in Appendix 2 with the tracked changes.

Objectives and Measurements

Susan reviewed the revised draft goal and objective statements. The committee discussed the goals and objectives of concern to them and, in some cases, deleted or added goals and objectives. Susan, with assistance from Nikole Pearson at the laptop, made on-screen changes as suggested by the committee. The Goals and Objectives were ultimately approved by the committee for inclusion in the strategic plan. This document is contained in Appendix 3 with the tracked changes.

Measurements, Timing and Action Items

After additional discussion, the committee decided to commission a work group to identify the objective measurements, projected time of completion (year 1, year 2-3, or year 4-5), and action items for the year 1 objectives. Susan Hayman will work with this representative group that includes: Sharon Block (Idaho House of Representatives), Sharon Burke (IAC), Paul Carroll (ODP), Ann Cronin (ISP), Shane Evans (IDOC), Debbie Field (ODP), Bethany Gadzinski (IDHW), Sharon Harrigfeld (IDJC), Kathy Skippen (ODP), and Pattie Tobias (ISC). This group has the authority to make the assigned commitments to the strategic plan on behalf of the other “voting members.” The group will meet the week of January 7.

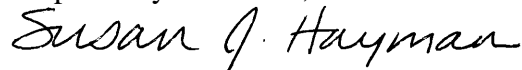
Next Steps, Evaluation, Wrap-up

Susan reviewed the steps to finalize the strategic plan and deliver it to Debbie Field by January 15:

- Finalize objective measurements and timing of implementation
- Finalize the Year 1 Action Plan
- Prepare a glossary
- Prepare a monitoring plan
- Finalize format and presentation

Susan conducted a short round-robin to elicit committee members' evaluation of the meeting and the strategic planning process. She thanked committee members for their active participation in developing the strategic plan, and wished them great success as they begin its implementation. She turned the meeting back over to Debbie Field for a wrap-up and final comments.

Respectfully submitted,

A handwritten signature in cursive script that reads "Susan J. Hayman".

Susan Hayman
Facilitator

Appendices

Appendix 1: Agenda as Implemented

Appendix 2: Final Vision and Mission (with tracked changes)

Appendix 3: Final Goals and Objectives (with tracked changes)

STRATEGIC PLANNING SESSION

Interagency Committee on Substance Abuse, Prevention and Treatment

December 19, 2007 – 1:00 p.m. to 5:00 p.m.

Location: Supreme Court Building, 451 West State Street, Basement Meeting Room

Meeting Objectives:

- 1) Confirm the goals and objectives for the state-wide Substance Abuse Prevention and Treatment System Strategic Plan.
- 2) Determine the appropriate time-frames for the objectives.
- 3) Identify preliminary action items for each objective.

Agenda (as implemented):

Time	Topic	Process / Product
1:00 p.m.	Strategic Planning Session Opening – <i>Debbie Field, Director, Idaho Office of Drug Policy</i> <ul style="list-style-type: none"> • Opening Comments – <i>Debbie Field</i> <ul style="list-style-type: none"> - Review and approval of minutes - Other ICSA business • Meeting overview – <i>Susan Hayman, Facilitator</i> 	<ul style="list-style-type: none"> - Information - Discussion - Approval
2:15 p.m.	Vision, Mission, Goals, Objectives – <i>Susan Hayman</i> <ul style="list-style-type: none"> • Set the context for the discussion 	<ul style="list-style-type: none"> - Information
2:20 p.m.	BREAK	
2:30 p.m.	Vision, Mission, Goals, Objectives (cont'd) <ul style="list-style-type: none"> • Refine and confirm the vision, mission, goals and objectives 	<ul style="list-style-type: none"> - Discussion - Approval
4:15 p.m.	Next steps, wrap up, evaluation – <i>Susan Hayman</i>	<ul style="list-style-type: none"> - Discussion - Decision
4:25 p.m.	Closing remarks – <i>Debbie Field</i>	
4:30 p.m.	Adjourn	

Idaho Substance Use Disorder Prevention and Treatment System

VISION

The Idaho Substance Use Disorder Prevention and Treatment System (System) is a national model for state-wide collaboration **between private and public partnerships** substance use disorder awareness, research and client and family services. The System successfully promotes prevention through education, and improved quality of life through treatment. The System also effectively disrupts illicit substance use, manufacture and transportation in Idaho, and supports adult and juvenile correction functions that promote public safety and reduce recidivism.

The System addresses individual, community and tribal needs state-wide for effective and accessible:

- Prevention
- Education
- Assessment
- Early intervention
- Treatment
- Recovery Support Services
- Post-treatment support

The System strives to maintain an uninterrupted, well-coordinated continuum of services to clients and their families within and outside of the criminal justice system

This results in:

- A meaningful improvement in ***community safety***;
- ***Genuine and lasting behavioral change***; and
- An ***increased sense of personal responsibility***.

Services meet or exceed industry standards for excellence and cost-effectiveness. The System, coordinated and directed by the Office of Drug Policy in collaboration with the Interagency Committee on Substance Abuse Prevention and Treatment, provides accountability to local, state, federal, and tribal governments, and Idaho citizens through diligent measurements, monitoring and reporting. The System maintains its relevance and utility by responding and adapting to changing conditions over time.

Idaho Substance Use Disorder Prevention and Treatment System

MISSION

The Idaho Substance Use Disorder Prevention and Treatment System (System) provides state-wide, comprehensive and coordinated funding, programs and services to Idaho citizens within and outside of the criminal justice system. The System promotes prevention through education, ~~and~~ improved quality of life through treatment, ~~as well as~~ ~~the~~ prevention of illicit substance use, manufacture and transportation, and correctional intervention and treatment.

Idaho Substance Use Disorder Prevention and Treatment System

Five-Year Goals and Objectives

The Idaho Substance Use Disorder Prevention and Treatment System is coordinated and directed by the Office of Drug Policy, in collaboration with the Interagency Committee on Substance Abuse Prevention and Treatment (ICSA).

1. State-wide, coordinated law enforcement strategies curb the flow of illicit drugs into Idaho.

Objective 1a: Local and state law enforcement agencies will establish regionally-coordinated intelligence gathering, sharing and dissemination to local, state and federal law enforcement agencies.

Year 1 ☐ Year 2-3 ☐ Year 4-5 ☐

Objective 1b: ICSA will collaboratively develop comprehensive education programs to increase knowledge to all criminal justice professionals, local leadership and other community partners in the interdiction, enforcement and facilitation of community resources.

Year 1 ☐ Year 2-3 ☐ Year 4-5 ☐

Objective 1c: Local and state law enforcement agencies, in collaboration with ICSA, will identify and access stabilized funding sources for the entire law enforcement continuum from interdiction to enforcement.

Year 1 ☐ Year 2-3 ☐ Year 4-5 ☐

Objective 1d: Local and state law enforcement agencies will develop a focused law enforcement approach to suppress organized criminal elements whose primary goal is the import and delivery of illicit drugs.

Year 1 ☐ Year 2-3 ☐ Year 4-5 ☐

2. Regionally-cooperative initiatives broaden prevention-intervention and treatment services at adult/adolescent detention facilities.

Objective 2a: Local and state correctional agencies and detention facilities, in collaboration with ICSA, will collaboratively develop and provide early intervention and treatment programs for adult and juvenile populations.

Year 1 ☐ Year 2-3 ☐ Year 4-5 ☐

Objective 2b: ICSA will collaboratively develop shared resource methods to ensure effective implementation and delivery of intervention and treatment services to adult and juvenile populations in correctional and detention facilities.

Year 1 ☐ Year 2-3 ☐ Year 4-5 ☐

3. **Primary and secondary education institutions, and cooperating agencies, deliver effective, coordinated and consistent substance abuse prevention education to all Idaho students K-12.**

Objective 3a: The Department of Education, in collaboration with ICSA, will identify and implement core best-practice and outcome measures for prevention services in K-12 throughout the state.

Year 1 ☐ **Year 2-3** ☐ **Year 4-5** ☐

Objective 3b: The Department of Education, in collaboration with ICSA, will implement cooperating agency agreements for school-based prevention education with appropriate ICSA agencies and institutions on an ongoing basis.

Year 1 ☐ **Year 2-3** ☐ **Year 4-5** ☐

4. **Evidence-based, substance use disorder prevention services are accessible to all incorporated Idaho communities.**

Objective 4a: The Department of Health and Welfare, in collaboration with ICSA, will identify evidence-based prevention practices for substance use disorder prevention.

Year 1 ☐ **Year 2-3** ☐ **Year 4-5** ☐

Objective 4b: The Department of Health and Welfare, in collaboration with ICSA, will assure a provider network to balance service availability and funding throughout the state.

Year 1 ☐ **Year 2-3** ☐ **Year 4-5** ☐

Objective 4c: The Department of Health and Welfare, in collaboration with ICSA, will assure training/certification programs in evidence-based prevention practices and provide opportunities for participation in each DHW region throughout the state.

Year 1 ☐ **Year 2-3** ☐ **Year 4-5** ☐

5. **A state-wide, standardized assessment tool for substance use disorders is available and administered by trained interviewers.**

Objective 5a: The Office of Drug Policy will take the appropriate measures to identify GAIN as the approved state-wide standardized assessment tool.

Year 1 ☐ **Year 2-3** ☐ **Year 4-5** ☐

Objective 5b: The Office of Drug Policy, in collaboration with ICSA, will ensure that agencies and institutions administer GAIN to at least at the 'Q' level to 100% of their clients requiring public funding for treatment.

Year 1 ☐ **Year 2-3** ☐ **Year 4-5** ☐

6. Publicly funded, outpatient treatment services are accessible within 30 minutes for 95% of clients throughout Idaho, and publicly funded inpatient services are available in every integrated service area. ~~Both outpatient and inpatient Substance use disorder services~~ are accessible at all local and state detention and correctional facilities.

Objective 6a: The Department of Health and Welfare, in collaboration with ICSA, will identify core evidence-based practices (or best practices) by population.

Year 1 ☐ **Year 2-3** ☐ **Year 4-5** ☐

Objective 6b: The Department of Health and Welfare, in collaboration with ICSA, will develop a provider network to balance availability and funding in the state.

Year 1 ☐ **Year 2-3** ☐ **Year 4-5** ☐

Objective 6c: The Department of Health and Welfare, in collaboration with ICSA, will develop training/certification programs in evidence-based ~~treatment~~ programs in each region. Each year the Best Practices committee will select 2 programs to train and implement.

Year 1 ☐ **Year 2-3** ☐ **Year 4-5** ☐

Objective 6d: The Department of Health and Welfare, in collaboration with the Idaho Department of Correction and Juvenile Corrections and county probation, will identify protocols to integrate treatment with probation services.

Year 1 ☐ **Year 2-3** ☐ **Year 4-5** ☐

7. Clients and their families experience ~~team~~ case management, intervention, treatment and recovery as an uninterrupted, well-coordinated continuum of services.

Objective 7a: The Office of Drug Policy, in collaboration with ICSA, will develop statewide data protocols to enable System components to share, integrate and validate common case management data sets.

Year 1 ☐ **Year 2-3** ☐ **Year 4-5** ☐

~~**Objective 7b:** The Department of Health and Welfare, in collaboration with the Idaho Department of Correction and Juvenile Correction, will identify protocols to integrate treatment with probation services.~~

~~**Year 1** ☐ **Year 2-3** ☐ **Year 4-5** ☐~~

Objective 7eb: The Department of Health and Welfare, in collaboration with ICSA, will develop a protocol for co-occurring treatment practices utilizing a “treatment team” approach.

Year 1 ☐ **Year 2-3** ☐ **Year 4-5** ☐

8. A coordinated funding mechanism ~~eliminating duplication~~ exists for all System components.

Objective 8a: The Office of Drug Policy, in collaboration with ICSA, will document a protocol for coordinating and allocating substance abuse funds among receiving

entities for the base budget and any new appropriations.

Year 1 ☐ **Year 2-3** ☐ **Year 4-5** ☐

Objective 8b: The Office of Drug Policy, in collaboration with ICSA, will document a protocol for submitting a coordinated funding request, and for tracking fiscal obligations and payment.

Year 1 ☐ **Year 2-3** ☐ **Year 4-5** ☐

Objective 8c: The Office of Drug Policy, in collaboration with ICSA and the Department of Administration, will develop contracts with consistent, standardized rates for substance use disorder services.

Year 1 ☐ **Year 2-3** ☐ **Year 4-5** ☐

9. Standardized reporting protocol and system measurements provide accountability for efficient (fiscal) and effective (outcomes) use of substance use disorder services.

Objective 9a: ICSA will develop a statewide data protocol to share, integrate and validate common financial and outcome-based data.

Year 1 ☐ **Year 2-3** ☐ **Year 4-5** ☐

Objective 9b: The Office of Drug Policy, in collaboration with ICSA, will define standardized tracking mechanisms and standardized reporting timelines.

Year 1 ☐ **Year 2-3** ☐ **Year 4-5** ☐

10. Appropriate state-wide statutory authority and policies support the fiscal and operational needs of the System.

Objective 10a: The Office of Drug Policy will enact internal policies and procedures specific to their roles, responsibilities and statutory function.

Year 1 ☐ **Year 2-3** ☐ **Year 4-5** ☐

Objective 10b: The Office of Drug Policy, in collaboration with the legislature and Governor, will annually review pertinent System-related IDAPA rules to determine relevance, barriers, and potential need for change.

Year 1 ☐ **Year 2-3** ☐ **Year 4-5** ☐

11. The System promotes effective collaboration and coordination among public and private stakeholders.

Objective 11a: The Office of Drug Policy will develop and implement a System communication plan.

Year 1 ☐ **Year 2-3** ☐ **Year 4-5** ☐

Objective 11b: The Office of Drug Policy will create a central clearinghouse for information related to System programs and services.

Year 1 ☐ **Year 2-3** ☐ **Year 4-5** ☐

Objective 11c: The Office of Drug Policy, in collaboration with ICSA, will identify programs and practices that demonstrate effective private partnerships to address workforce job skills and employability.

Year 1 ☐ **Year 2-3** ☐ **Year 4-5** ☐

Objective 11d: The Office of Drug Policy, in collaboration with ICSA, will identify and remove any duplication of services.

Year 1 ☐ **Year 2-3** ☐ **Year 4-5** ☐

For Approval